

Early On[®] Michigan Record Review Standards

Review Form: *Checklist of Required Components – Procedural Safeguards*

#	Standard Type	Citation	Standard	Documentation & Verification
0.	NOTICE & REFERRAL	PSS 340.1921 34 CFR 303.403(a)	Was parent notified of referral for possible <i>Early On</i> services?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> there is evidence that the parent was notified that Early On had received a referral regarding their child/family. <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> the family self-referred to Early On or the family had already been notified of the referral by the referral source <p><i>-then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: Referral form, referral log, EETRK records, casenotes.</i></p>
0.	NOTICE & REFERRAL	ORGANIZATIONAL MARKER	Date of referral	<p><i>Record the referral date using documentation of the date referral was received by the agency that the local system has identified as an appropriate agency for evaluation, assessment, and services under Part C (see Early On Reference Bulletin No. 01, November 1998, for more information on referral date).</i></p> <p><i>POSSIBLE SOURCES: Referral form, referral log, EETRK records, Initial IFSP, casenotes.</i></p>
0.	NOTICE & REFERRAL	PSS 340.1921	Was permission for an evaluation requested within 10 calendar days of the referral?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> there is evidence that permission to evaluate was <u>requested</u> within ten (10) <u>calendar days</u> of the referral date established in #2. <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> there were exceptional circumstances based on the child's needs or situation that prevented contact within 10 days and permission was subsequently requested and gained <p><i>-then this standard may also be marked YES.</i></p> <p><i>POSSIBLE SOURCES: Referral form, referral log, notification letter, signed Consent for Evaluation form, casenotes.</i></p>
0.	NOTICE & REFERRAL	34 CFR 303.403(b)(3)	Was written prior notice of all Procedural Safeguards under Part C given to this family?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> there is evidence that the family was given a copy of the Early On Procedural Safeguards information. <p><i>POSSIBLE SOURCES: signed Consent for Evaluation form.</i></p>

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0.	NOTICE & REFERRAL	PSS 340.1930(a)(1) 34 CFR 303.401(b) 34 CFR 303.403(c)	Was notice and information (relevant to <i>Early On</i> activities for which consent is sought) provided in parent's native language or mode of communication?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is documentation of the parent's native language or mode of communication and</i> ▪ <i>there is evidence that notice and information was provided in the parent's native language or mode of communication.</i> <p><i>POSSIBLE SOURCES: Referral form, referral log, notification letter, Initial IFSP, casenotes.</i></p> <p><i>NOTE: evidence may include documentation that a translator was identified to participate in all parts of the Early On process alongside the family.</i></p>
0.	SURROGATE	PSS 340.1935 (a) 34 CFR 303.406	Was there a need to appoint a Surrogate?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence that the child does not reside with a biological parent or legal guardian or</i> ▪ <i>if no parent can be identified or</i> ▪ <i>if there is evidence that the biological parents' whereabouts cannot be discovered or</i> ▪ <i>if there is evidence that the biological parents' rights have been terminated.</i> <p><i>This standard should be marked NO if</i></p> <ul style="list-style-type: none"> ▪ <i>there is documentation that a natural or adoptive parent, guardian, person acting as the parent (a grandparent, step-parent who resides with the child) has signed the forms</i> <p><i>POSSIBLE SOURCES: IFSP (addresses/placement information), signatures on forms, referral form, Surrogacy form</i></p> <p><i>NOTE: If the child is in foster care and parents rights ARE NOT terminated <u>the birth parent must sign</u> the Consent, Authorization to Share and IFSP unless the parent cannot be found or identified. If the parent cannot be identified or located then a foster parent could be appointed as a surrogate.</i></p> <p><i>If #6=N, then #7=NA & skip to #8.</i></p>
0.	SURROGATE	PSS 340.1935	Is there documentation of "Appointment of Surrogacy" in the file?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>#6 above indicates a need to appoint a surrogate and</i> ▪ <i>there is documentation in the file that a surrogate was appointed.</i>

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				<p><i>POSSIBLE SOURCES: Surrogacy form, other documentation of appointment of surrogate</i></p> <p><i>NOTE: If you answer YES to #6 and NO to #7 (i.e. there should be a Surrogate but there isn't) then the Procedural Safeguards, checklist for this file should all be marked NO (and no other checklists completed) because this child was not served legally (legal consent to serve this child was not obtained).</i></p> <p>If #6 =Y & #7=N, then the entire rest of Procedural Safeguards checklist=N</p>
0.	CONSENT FOR EVALUATION	PSS 340.1931(a)(1) 34 CFR 303.404	Was <u>written</u> consent OR refusal for initial evaluation and assessment obtained?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ a consent for evaluation form is present in the file and ▪ the form is signed and ▪ the parent has indicated on a consent to evaluate form that they are <i>either</i> agreeing to or refusing to give consent for the evaluation. <p><i>POSSIBLE SOURCES: Consent to evaluate form.</i></p> <p><i>NOTE: this item is only assessing written consent; items assessing whether the content of the form is appropriate/meets Early On standards follow.</i></p> <p>If #8=N, then #9 = NA & #10-17=N</p>
0.	CONSENT FOR EVALUATION	PSS 340.1931(b) 34 CFR 303.404(b)	Was the parent informed that without consent, their child would not receive an evaluation for eligibility, assessment, or services under Part C?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the consent to evaluate form states that without consent, the child will not be evaluated for eligibility for Early On and ▪ will therefore <u>not</u> receive any services under Part C of IDEA. <p><i>POSSIBLE SOURCES: Consent to evaluate form.</i></p>
0.	CONSENT FOR EVALUATION	FERPA 99.30(c)	Was the written consent for initial evaluation and assessment dated?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the consent to evaluate form is dated <p><i>POSSIBLE SOURCES: Consent to evaluate form.</i></p>
0.	CONSENT FOR EVALUATION	ORGANIZATIONAL MARKER	Date written consent for evaluation was obtained.	<p><i>Record the date written consent to evaluate was obtained.</i></p> <p><i>POSSIBLE SOURCES: Consent to evaluate form.</i></p>

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0.	CONSENT FOR EVALUATION	34 CFR 303.404(a)(1) PSS 340.1931(a)(1)	Was the parent informed <u>prior</u> to the initial evaluation?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the parent has indicated on a consent to evaluate form that they read and understood the Early On Family Guidebook & Early On Family Rights information <u>prior</u> to the evaluation or ▪ the date on the consent to evaluate form is at least 1 calendar day earlier than the date of the[earliest part of the] evaluation. <p><i>POSSIBLE SOURCES: Consent to evaluate form, evaluation reports, evaluation dates recorded on IFSP</i></p>
0.	CONSENT FOR EVALUATION	PSS 340.1930(a)(1) 34 CFR 303.403(b)	Was the parent informed of the purpose of child evaluation/assessment activities?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the parent has indicated on a consent to evaluate form that they read and understood the Early On Family Guidebook or ▪ the signed consent to evaluate form describes the purpose of conducting evaluation/assessment activities. <p><i>POSSIBLE SOURCES: Consent to evaluate form.</i></p>
0.	CONSENT FOR EVALUATION	PSS 340.1930(a)(2) 34 CFR 303.403(b) 34 CFR 303.401(a)(2)	Were the components of the child evaluation/assessment activities described to the parent?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the parent has indicated on a consent to evaluate form that they read and understood the Early On Family Guidebook or ▪ the signed consent to evaluate form describes the components of evaluation/assessment activities. <p><i>POSSIBLE SOURCES: Consent to evaluate form.</i></p>
0.	CONSENT FOR EVALUATION	PSS 340.1930(a)(2)(i)-(ii) 34 CFR 303.403(b)	Was the parent informed of their responsibilities in child evaluation/assessment activities?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the parent has indicated on a consent to evaluate form that their responsibilities related to the evaluation/assessment activities were explained to them or ▪ the signed consent to evaluate form describes any parent responsibilities related to the evaluation/assessment activities. <p><i>POSSIBLE SOURCES: Consent to evaluate form.</i></p>
0.	FAMILY INTERVIEW	34 CFR 303.322(d)(2) 34 CFR 303.401(3)	Was the parent informed that consent to a Family Interview is voluntary?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p>

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				<ul style="list-style-type: none"> the parent has indicated on a consent to evaluate form that they understand that the Family Interview is voluntary or the signed consent to evaluate form indicates that participation in Family Interview/interview activities is voluntary. <p>POSSIBLE SOURCES: Consent to evaluate form.</p>
0.	FAMILY INTERVIEW	34 CFR 303.322(d)(2)	Did the parent consent to a Family Interview?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the parent has indicated on a consent to evaluate form that they agree to participate in a Family Interview (resources, priorities, concerns related to supporting the child's growth and learning). <p>POSSIBLE SOURCES: Consent to evaluate form.</p>
0.	AUTHORIZATION TO SHARE	PSS 340.1931(a)(3) PSS 340.1931(b) 34 CFR 303.401(c) 34 CFR 303.404	Was <u>written</u> authorization or refusal to share personally identifiable information obtained?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> an authorization to share personally identifiable information form is present in the file and the form is signed and the parent has indicated on the authorization to share form that they are <u>either</u> agreeing to or refusing to give consent to share personally identifiable information. <p>POSSIBLE SOURCES: Authorization to share personally identifiable information form.</p> <p>NOTE: this item is only assessing written authorization to share; items assessing whether the content of the form is appropriate/meets Early On standards follow.</p> <p>If #18=N, then #19-30=N</p>
0.	AUTHORIZATION TO SHARE	FERPA 99.30(c)	Was written authorization to share personally identifiable information dated?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the authorization to share form is dated <p>POSSIBLE SOURCES: Authorization to share form.</p>
0.	AUTHORIZATION TO SHARE	ORGANIZATIONAL MARKER	Date written authorization to share personally identifiable information was obtained.	<p>Record the date written authorization to share was obtained.</p> <p>POSSIBLE SOURCES: Authorization to share form only</p>

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0.	AUTHORIZATION TO SHARE	FERPA 34 CFR 99.30 34 CFR 303.401(a)(2) 34 CFR 303.401(c)	Was the parent informed of the purpose of the release of personally identifiable information?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the parent has indicated on an authorization to share form that they read and understood the Early On Family Guidebook or ▪ the authorization to share form describes the purpose of releasing personally identifiable information. <p>POSSIBLE SOURCES: Authorization to share form.</p>
0.	AUTHORIZATION TO SHARE	34 CFR 303.401(a)(3) PSS 340.1930(a)(3)	Was the parent informed that authorization to share personally identifiable information is voluntary?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the parent has indicated on an authorization to share form that they understand consent to share personally identifiable information is voluntary or ▪ the authorization to share form indicates that sharing personally identifiable information is voluntary. <p>POSSIBLE SOURCES: Authorization to share form.</p>
0.	AUTHORIZATION TO SHARE	34 CFR 303.401(a)(3) PSS 340.1930(a)(3)	Was the parent informed that they may revoke their authorization to share personally identifiable information at any time without penalty?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the parent has indicated on an authorization to share form that they understand that they may revoke their authorization to share personally identifiable information at any time without penalty or ▪ the authorization to share form indicates that authorization to share personally identifiable information may be revoked at any time without penalty . <p>POSSIBLE SOURCES: Authorization to share form.</p>
0.	AUTHORIZATION TO SHARE	34 CFR 303.401(a)(2) 34 CFR 303.342(b)(1)	Was the parent informed that their authorization to share personally identifiable information expires 6 months after it is signed.	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the authorization to share form indicates that authorization to share personally identifiable information expires 6 months after it is signed. <p>POSSIBLE SOURCES: Authorization to share form.</p>
0.	AUTHORIZATION TO SHARE	34 CFR 303.401(c) 34 CFR 99.30(b)(1)	Did the parent identify what personally identifiable information may be released?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p>

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				<ul style="list-style-type: none"> ▪ the parent has identified on an authorization to share form specifically what personally identifiable information may be released and ▪ their means of indicating what personally identifiable information may be released is consistent with the instructions on the form. <p><i>POSSIBLE SOURCES: Authorization to share form.</i></p>
0.	AUTHORIZATION TO SHARE	34 CFR 303.401(a)(2) 34 CFR 99.30(b)(3)	Did the parent identify to whom personally identifiable information may be released?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the parent has identified on an authorization to share form who may have access to which types of personally identifiable information and ▪ their means of indicating who may have access to which types of personally identifiable information is consistent with the instructions on the form. <p><i>POSSIBLE SOURCES: Authorization to share form.</i></p>
0.	AUTHORIZATION TO SHARE	State Interagency Agreement 5.10.2	Was the parent informed that release of information regarding HIV requires separate consent from their <i>Early On</i> authorization to share?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the authorization to share form indicates that release of information regarding HIV requires separate consent. <p><i>POSSIBLE SOURCES: Authorization to share form.</i></p>
0.	AUTHORIZATION TO SHARE	State Interagency Agreement 5.10.2	Was the parent informed that release of information regarding AIDS requires separate consent from their <i>Early On</i> authorization to share?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the authorization to share form indicates that release of information regarding AIDS requires separate consent. <p><i>POSSIBLE SOURCES: Authorization to share form.</i></p>
0.	AUTHORIZATION TO SHARE	State Interagency Agreement 5.10.2	Was the parent informed that release of information regarding ARC (AIDS-related complex) requires separate consent from their <i>Early On</i> authorization to share?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the authorization to share form indicates that release of information regarding ARC (AIDS-related complex) requires separate consent. <p><i>POSSIBLE SOURCES: Authorization to share form.</i></p>

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0.	AUTHORIZATION TO SHARE	State Interagency Agreement 5.10.3	Was the parent informed that release of information regarding participation in federally assisted alcohol/drug abuse programs requires separate consent from their <i>Early On</i> authorization to share?	<i>Possible answers: Y N</i> <i>This standard may be marked YES if</i> <ul style="list-style-type: none">▪ <i>the authorization to share form indicates that release of information regarding participation in federally assisted alcohol/drug abuse programs requires separate consent.</i> <i>POSSIBLE SOURCES: Authorization to share form.</i>
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Review Form: Checklist of Required Components – Evaluation & Family Interview

#	Standard Type	Citation	Standard	Documentation & Verification
0.	GENERAL EVAL INFO	ORGANIZATIONAL MARKER	Date of referral	<p>Record the referral date using documentation of the date referral was received by the agency that the local system has identified as an appropriate agency for evaluation, assessment, and services under Part C (see Early On[®] Reference Bulletin No. 01, November 1998, for more information on referral date).</p> <p>POSSIBLE SOURCES: Referral form, referral log, EETRK records, Initial IFSP, casenotes.</p> <p>NOTE: Same as #2</p>
0.	GENERAL EVAL INFO	ORGANIZATIONAL MARKER	Were any parts of an evaluation for eligibility conducted?	<p>Possible answers: Y N</p> <p>Record whether <u>any</u> parts of an evaluation for eligibility were conducted.</p> <p>POSSIBLE SOURCES: Evaluation forms, evaluation reports, Initial IFSP, MET reports.</p> <p>If #32=N, then #33-48=N</p>
0.	GENERAL EVAL INFO	ORGANIZATIONAL MARKER	Date of evaluation (or latest date if multiple)	<p>Record the date the evaluation took place (or latest date if the evaluation was conducted over multiple dates).</p> <p>POSSIBLE SOURCES: Evaluation forms, evaluation reports, Initial IFSP, MET reports.</p>
0.	EVALUATION COMPONENTS	34 CFR 303.322(c)(3) Michigan State Plan	Was a review of the child's health status done by a qualified health professional?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ a nurse, nurse practitioner, or physician conducted the review of the child's health status that is used as a part of the evaluation. <p>POSSIBLE SOURCES: medical/health records, Initial IFSP, MET reports.</p> <p>NOTE: the review of the child's health status should be based upon a comprehensive physical examination that meets standards set by the American Academy of Pediatrics.</p> <p>If #34=N, then #35 = N. If #34=N, then #70 = N.</p>
0.	EVALUATION COMPONENTS	34 CFR 303.322(c)(3) Michigan State Plan	Did the evaluation include a review of the child's health status?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ a review of the child's health status is included as a part of the evaluation and ▪ the review is based upon a comprehensive physical examination conducted within the past three months for a child under 18 months <u>or</u> within the past six months for a

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child over 18 months

POSSIBLE SOURCES: medical/health records, Initial IFSP, MET reports.

NOTE: the review of the child's health status should be based upon a comprehensive physical examination that meets standards set by the American Academy of Pediatrics. A current health status appraisal need not be repeated; a review of past medical/health records will suffice, if the records being used meet the above criteria.

If #35=N, then #69=N.

0.

EVALUATION
COMPONENTS

34 CFR 303.323
Michigan State Plan

Was an appropriate developmental
evaluation tool (or tools) used?

Possible answers: Y N

This standard may be marked YES if

- *the developmental evaluation tool (or tools) used yields objective criteria describing the child's developmental status and*
- *the developmental evaluation tool (or tools) used yields information about areas of strength and/or concern that allows possible strategies for intervention to be developed and*
- *the developmental evaluation tool (or tools) used is comprehensive.*

This standard may be marked NO if

- *the the developmental evaluation tool (or tools) used was a screening instrument.*

POSSIBLE SOURCES: developmental evaluation materials, Initial IFSP, MET reports

NOTE: An appropriate developmental evaluation tool is a single (or several) "standardized test" or "developmental scale" that supports the evaluators to:

0. *engage in systematic observation of the specific behaviors and capabilities of the child, under standard test conditions*
0. *develop a comprehensive picture covering all areas of the child's development, including ALL of the following: Cognitive, Communication, Social/Emotional, Adaptive/Self-Help, and Physical (including gross and fine motor skills)*
0. *document the areas of strengths and concerns which allow possible strategies for intervention to be proposed*
0. *report data about the areas of developmental concern in comparison to the general population (i.e. objective criteria describing the child's developmental status).*

If #36=N, then #37-42= N.

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				If #36=N, then #81, 85, 89, 93, 97, 101=N.
0.	EVALUATION COMPONENTS	34 CFR 303.322(c)(3) Michigan State Plan	Did the developmental evaluation assess the child's communication skills?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence that the child's communication skills were assessed as a part of the evaluation.</i> <p><i>POSSIBLE SOURCES: developmental evaluation materials, Initial IFSP, MET reports.</i></p>
0.	EVALUATION COMPONENTS	34 CFR 303.322(c)(3) Michigan State Plan	Did the developmental evaluation assess the child's gross motor development?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence that the child's gross motor skills were assessed as a part of the evaluation.</i> <p><i>POSSIBLE SOURCES: developmental evaluation materials, Initial IFSP, MET reports.</i></p>
0.	EVALUATION COMPONENTS	34 CFR 303.322(c)(3) Michigan State Plan	Did the developmental evaluation assess the child's fine motor development?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence that the child's fine motor skills were assessed as a part of the evaluation.</i> <p><i>POSSIBLE SOURCES: developmental evaluation materials, Initial IFSP, MET reports.</i></p>
0.	EVALUATION COMPONENTS	34 CFR 303.322(c)(3) Michigan State Plan	Did the developmental evaluation assess the child's cognitive development?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence that the child's cognitive skills were assessed as a part of the evaluation.</i> <p><i>POSSIBLE SOURCES: developmental evaluation materials, Initial IFSP, MET reports.</i></p>
0.	EVALUATION COMPONENTS	34 CFR 303.322(c)(3) Michigan State Plan	Did the developmental evaluation assess the child's social/emotional development?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence that the child's social/emotional skills were assessed as a part of the evaluation.</i> <p><i>POSSIBLE SOURCES: developmental evaluation materials, Initial IFSP, MET reports.</i></p>

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0.	EVALUATION COMPONENTS	34 CFR 303.322(c)(3) Michigan State Plan	Did the developmental evaluation assess the child's adaptive/self-help development?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence that the child's adaptive/self-help skills were assessed as a part of the evaluation.</i> <p><i>POSSIBLE SOURCES: developmental evaluation materials, Initial IFSP, MET reports.</i></p>
0.	EVALUATION COMPONENTS	34 CFR 303.322(c)(3) Michigan State Plan	Was the child's vision assessed?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence that the child's vision was assessed as a part of the evaluation.</i> <p><i>POSSIBLE SOURCES: evaluation materials, Initial IFSP, MET reports.</i></p> <p><i>NOTE: vision may be assessed during the developmental evaluation, or as a part of the review of the child's health status.</i></p>
0.	EVALUATION COMPONENTS	34 CFR 303.322(c)(3) Michigan State Plan	Was the child's hearing assessed?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence that the child's hearing was assessed as a part of the evaluation.</i> <p><i>POSSIBLE SOURCES: evaluation materials, Initial IFSP, MET reports.</i></p> <p><i>NOTE: hearing may be assessed during the developmental evaluation, or as a part of the review of the child's health status.</i></p>
0.	EVALUATION COMPONENTS	34 CFR 303.322(c)(3) Michigan State Plan	Did the evaluation include observation of the parent and child interacting together?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence of observation of the child's style of interaction with parent(s)/caregiver and</i> ▪ <i>there is evidence of observation of the unique capacities of the parent(s)/caregiver in taking care of the child.</i> <p><i>POSSIBLE SOURCES: evaluation materials, Initial IFSP, MET reports</i></p>
0.	EVALUATION COMPONENTS	34 CFR 303.322(d)(3) Michigan State Plan	Did the evaluation include parent input?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is information from the parent(s)/caregiver about their perception/understanding of the child and</i> ▪ <i>information from the parent(s)/caregiver</i>

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				<p><i>about the child's developmental capacities and</i></p> <ul style="list-style-type: none"> ▪ <i>information from the parent(s)/caregiver about the child's patterns of development and</i> ▪ <i>information from the parent(s)/caregiver about the child's significant developmental milestones and</i> ▪ <i>information from the parent(s)/caregiver about the pregnancy, birth history, and daily caregiving activities.</i> <p><i>POSSIBLE SOURCES: evaluation materials, Initial IFSP, MET reports, medical records</i></p> <p><i>NOTE: Information from the Family Interview (see #49-54) may be considered as parent input as long as it meets the criteria listed above.</i></p>
0.	EVALUATION COMPONENTS	34 CFR 303.17	Did professionals from two or more different disciplines provide evaluation information?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence that two or more professionals contributed information for the evaluation and</i> ▪ <i>the professionals referenced above represented two or more different disciplines.</i> <p><i>POSSIBLE SOURCES: evaluation materials, Initial IFSP, MET reports</i></p> <p><i>NOTE: a health professional contributing health status information can be considered one of the professionals/disciplines (see #34). Parents, although part of the evaluation team, cannot be considered to represent a discipline.</i></p>
0.	EVALUATION COMPONENTS	34 CFR 303.321(e) 34 CFR 303.342(a)	Was the evaluation conducted within 45 days of referral?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the date of the evaluation (#33) was within 45 calendar days of the date of referral (#31)</i> <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>Early On made reasonable & timely attempts to obtain information for the evaluation from other sources (i.e. medical information) but the information hasn't yet been received</i> <p><i>-then this standard may be marked YES.</i></p> <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>the family has chosen to extend the 45 day timeline based on their (child's) needs and</i> ▪ <i>the new agreed upon timeline is documented in writing and</i> ▪ <i>the evaluation was completed within the agreed upon timeline</i>

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				<p>-then this standard may be marked YES.</p> <p><i>POSSIBLE SOURCES:</i> evaluation materials, Initial IFSP, MET reports</p> <p><i>NOTE:</i> reasonable means that the family has given authorization for Early On to gather specific information related to the evaluation, and there are at least 2 documented attempts to obtain such information, i.e. the failure to meet the timeline is beyond the control of the service area. Timely means that attempts were made early enough to receive the information back within the 45-calendar day timeline. A family can choose to extend the 45 calendar day timeline if there are circumstances, related to the child's needs, which warrant having a longer time period available in which to complete evaluation</p>
0.	FAMILY INTERVIEW	ORGANIZATIONAL MARKER	Did the parent consent to a family interview?	<p>Possible answers: Y N</p> <p>Record whether the parent has indicated on a consent to evaluate form that they agree to participate in a Family Interview (resources, priorities, concerns related to supporting the child's growth and learning).</p> <p><i>POSSIBLE SOURCES:</i> Consent to evaluate form.</p> <p>See #17 If #49=N, do #50 & then #51-54=NA</p>
0.	FAMILY INTERVIEW	ORGANIZATIONAL MARKER	Were any parts of a family interview done?	<p>Possible answers: Y N</p> <p>Record whether <u>any</u> parts of a family interview were done.</p> <p><i>POSSIBLE SOURCES:</i> Evaluation forms, evaluation reports, Initial IFSP, MET reports</p> <p>If #50=N, then #51-54=N</p>
0.	FAMILY INTERVIEW	34 CFR 303.322(d)(1)	Did the family interview address the family's resources related to enhancing the family's capacity to meet the developmental needs of their child?	<p>Possible answers: Y N NA</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> there is documentation of family-identified resources and the resources identified relate to enhancing the family's capacity to support the child's growth and learning. <p><i>POSSIBLE SOURCES:</i> Initial IFSP, family interview information.</p>
0.	FAMILY INTERVIEW	34 CFR 303.322(d)(1)	Did the family interview address the family's concerns related to enhancing the family's capacity to meet the developmental needs of their child?	<p>Possible answers: Y N NA</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> there is documentation of family-identified concerns and the concerns identified relate to enhancing

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				<p><i>the family's capacity to support the child's growth and learning.</i></p> <p><i>POSSIBLE SOURCES: Initial IFSP, family interview information.</i></p>
0.	FAMILY INTERVIEW	34 CFR 303.322(d)(1)	Did the family interview address the family's priorities related to enhancing the family's capacity to meet the developmental needs of their child?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is documentation of family-identified priorities and</i> ▪ <i>the priorities identified relate to enhancing the family's capacity to support the child's growth and learning.</i> <p><i>POSSIBLE SOURCES: Initial IFSP, family interview information.</i></p>
0.	FAMILY INTERVIEW	34 CFR 303.322(c)(3)(i)	Was the family interview conducted within 45 days of referral?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the date of the family interview was within 45 calendar days of the date of referral (#31)</i> <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>the family has chosen to extend the 45 calendar day timeline based on their (child's) needs and</i> ▪ <i>the new agreed upon timeline is documented in writing</i> ▪ <i>the family interview was completed within the agreed upon timeline</i> <p><i>-then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: family interview information, Initial IFSP, MET reports</i></p> <p><i>NOTE: a family can choose to extend the 45-calendar day timeline if there are circumstances, related to the child's needs, which warrant having a longer time period available in which to complete the family interview.</i></p>
0.	ELIGIBILITY	34 CFR 303.300(a)(2) Michigan State Plan	Is the child eligible for <i>Early On</i> due to a Developmental Delay documented via the evaluation/assessment process?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the developmental evaluation (# 34-46) shows that the child is delayed in one or more areas of development.</i> <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>the multidisciplinary assessment team, including the family, has formed the clinical opinion (based on a comprehensive developmental evaluation) that the child has a delay-contrary to the evaluation results-the team may determine that the child is eligible for Early On and</i>

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				<p>-then this standard may be marked YES.</p> <p><i>POSSIBLE SOURCES:</i> developmental evaluation materials, Initial IFSP, MET reports</p> <p><i>NOTE:</i> a child can be eligible based on a documented Developmental Delay or on Established Condition, both are not required.</p>
0.	ELIGIBILITY	34 CFR 303.300(a)(2)(b) Michigan State Plan	Is the child eligible for <i>Early On</i> due to an Established Condition documented via the evaluation/assessment process?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> the review of the child's health status (#34-35) or the developmental evaluation (# 36-46) shows that the child has a diagnosed physical or mental condition that has a high probability of resulting in developmental delay. <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> the multidisciplinary assessment team, including the family, has formed the clinical opinion (based on a comprehensive developmental evaluation & additional medical information) that the child has an established condition-contrary to the evaluation results- the team may determine that the child is eligible for <i>Early On</i> and -then this standard may be marked YES. <p><i>POSSIBLE SOURCES:</i> developmental evaluation materials, medical information, Initial IFSP, MET reports</p> <p><i>NOTE:</i> a child can be eligible based on either a documented Developmental Delay or Established Condition, or can be eligible under both categories.</p> <p><i>If you answer NO to #55 and NO to #56 (i.e. the child is not eligible for Early On under either category) then the IFSP and subsequent checklists for this file should not be completed because this child should not have an IFSP or be involved in Early On.</i></p> <p>If #55 =N & #56=N, then no other checklists should be completed as child is not eligible for <i>Early On</i>.</p>

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Review Form: *Checklist of Required Components - IFSP*

#	Standard Type	Citation	Standard	Documentation & Verification
0.	INTERIM IFSP	34 CFR 303.345(b) 34 CFR 303.322(e)(2)	Were there exceptional circumstances that warranted an Interim IFSP?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence that an Interim IFSP was completed and</i> ▪ <i>the Interim IFSP includes documentation of the exceptional circumstances that warranted the Interim IFSP</i> ▪ <i>the Interim documents a timeline/process for developing the Initial IFSP.</i> <p><i>POSSIBLE SOURCES: Interim IFSP, referral form</i></p> <p><i>NOTE: 'exceptional circumstances' means an unusual situation for the child/family that prevents the typical process (evaluation for eligibility then IFSP then services) from taking place. In such unusual situations, an Interim IFSP will be written to jump-start needed services, and the typical process (completing the evaluation & revising the Interim to an Initial IFSP) will take place as soon as the unusual situation is resolved. Services begun under the Interim IFSP may continue during the evaluation & Initial IFSP development.</i></p>
0.	INTERIM IFSP	34 CFR 303.345(b)(2) 34 CFR 303.322(e)	Was there an immediate need for services that warranted an Interim IFSP?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is evidence that an Interim IFSP was completed and</i> ▪ <i>the Interim includes documentation of the immediate need for services that warranted the Interim IFSP</i> ▪ <i>the Interim documents a timeline/process for developing the Initial IFSP.</i> <p><i>POSSIBLE SOURCES: Interim IFSP, referral form</i></p> <p><i>NOTE: 'immediate need' means that the child/family have an urgent need for a particular support/service that can't wait for the typical process (evaluation for eligibility then IFSP then services) to take place. In such a case, an Interim IFSP will be written to jump-start services <u>concurrent</u> to the typical process (so that completing the evaluation & revising the Interim to an Initial IFSP will occur <u>while</u> the needed support/service is being provided).</i></p> <p>If #57 or #58=Y, then continue If #57 & #58=N, do #59 & then #60-62=NA</p>

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0.	INTERIM IFSP	ORGANIZATIONAL MARKER	Was an Interim IFSP completed?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> there is evidence that an Interim IFSP was completed. <p>POSSIBLE SOURCES: Interim IFSP.</p> <p>If #59=N, then #60-62=N</p>
0.	INTERIM IFSP	34 CFR 303.345	Did the Interim IFSP include the parent's consent?	<p>Possible answers: Y N NA</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the parent's written consent is present on the Interim IFSP form. <p>POSSIBLE SOURCES: Interim IFSP.</p>
0.	INTERIM IFSP	34 CFR 303.345	Did the Interim IFSP include the name of the service coordinator?	<p>Possible answers: Y N NA</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the name of the service coordinator is present on the Interim IFSP form. <p>POSSIBLE SOURCES: Interim IFSP.</p>
0.	INTERIM IFSP	34 CFR 303.345(b)(2)	Did the Interim IFSP include the needed early intervention services?	<p>Possible answers: Y N NA</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the early intervention services that address the exceptional circumstances (identified in #57) are present on the Interim IFSP form or the early intervention services that address the immediate need for services (identified in #58) are present on the Interim IFSP form. <p>POSSIBLE SOURCES: Interim IFSP.</p>
0.	INITIAL IFSP COMPLETION	ORGANIZATIONAL MARKER	Date of referral	<p>Record the referral date using documentation of the date referral was received by the agency that the local system has identified as an appropriate agency for evaluation, assessment, and services under Part C.</p> <p>POSSIBLE SOURCES: Referral form, referral log, EETRK records, Initial IFSP, casenotes.</p> <p>NOTE: same as #2 & #31</p>
0.	INITIAL IFSP COMPLETION	ORGANIZATIONAL MARKER	Were any parts of an Initial IFSP completed?	<p>Possible answers: Y N</p> <p>Record whether <u>any</u> parts of an Initial IFSP were completed.</p>

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				<p><i>POSSIBLE SOURCES: Initial IFSP.</i></p> <p>If #64=N, then #65-122=N</p>
0.	INITIAL IFSP COMPLETION	ORGANIZATIONAL MARKER	Date of Initial IFSP.	<p><i>Record the date Initial IFSP was signed (use the latest date if there are multiple dates listed).</i></p> <p><i>POSSIBLE SOURCES: Initial IFSP.</i></p>
0.	INITIAL IFSP COMPLETION	34 CFR 303.321(e)(2) 34 CFR 303.322(e) 34 CFR 303.342(a)	Was the Initial IFSP completed within 45 calendar days of the referral?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the date of the Initial IFSP was within 45 calendar days of the date of referral (#63)</i> <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>the family has chosen to extend the 45 calendar day timeline based on their (child's) needs and</i> ▪ <i>the new agreed upon timeline is documented in writing</i> ▪ <i>the IFSP was completed within the agreed upon timeline</i> <p><i>-then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: Initial IFSP only.</i></p> <p><i>NOTE: a family can choose to extend the 45-calendar day timeline if there are circumstances, related to the child's needs, which warrant having a longer time period available in which to complete the IFSP.</i></p> <p>If #66=Y, then #67-68=NA & skip to #69</p>
0.	INITIAL IFSP COMPLETION	34 CFR 303.322(e)	Was the reason for exceeding the 45-day timeline documented?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the reason for exceeding the 45-day timeline is documented in writing.</i> <p><i>POSSIBLE SOURCES: Initial IFSP, other materials in the Early On file.</i></p> <p><i>NOTE: a family can choose to extend the 45-calendar day timeline if there are circumstances, related to the child's needs, which warrant having a longer time period available in which to complete the IFSP.</i></p>
0.	INITIAL IFSP COMPLETION	34 CFR 303.322(e)	Were the reasons for exceeding the 45-day timeline reasonable?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the documented reason for exceeding the 45-day timeline is reasonable.</i> <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>the child's needs warrant extending the 45-day timeline or</i>

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				<ul style="list-style-type: none"> the service area has made at least 2 documented attempts to complete the IFSP -then this standard may be marked YES. <p><i>POSSIBLE SOURCES:</i> Initial IFSP, other materials in the Early On file.</p> <p><i>NOTE:</i> reasonable includes extending the timeline, with the family's consent, in order to meet the child's needs. Reasonable also includes circumstances that are beyond the control of the service area, when the service area has made at least 2 documented attempts to complete the IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	34 CFR 303.344(a)(1) Michigan State Plan	Does the Initial IFSP include a professional's description of the child's health?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the IFSP contains documentation of the child's health status as described by a qualified health professional. <p>If--</p> <ul style="list-style-type: none"> the IFSP reads "see attached" and documentation from a qualified health professional of the child's health status is attached to the IFSP <p>-then this standard may be marked YES.</p> <p><i>POSSIBLE SOURCES:</i> IFSP.</p> <p><i>NOTE:</i> the description of the child's health status is considered valid only if provided by a qualified health professional (see #34).</p> <p>If #35=N, then #69=N.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the professional who appraised the child's health?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the IFSP contains documentation identifying the member of the multidisciplinary team who appraised the child's health. <p>If--</p> <ul style="list-style-type: none"> the IFSP reads "see attached" and documentation identifying the professional who appraised the child's health is attached to the IFSP <p>-then this standard may be marked YES.</p> <p><i>POSSIBLE SOURCES:</i> IFSP.</p> <p><i>NOTE:</i> The professional who appraises the child's health should be a qualified health professional (see #35).</p> <p>If #34=N, then #70=N.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the agency of the professional who appraised the child's health?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p>

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				<ul style="list-style-type: none"> ▪ the IFSP contains documentation identifying the agency/program affiliation of the professional identified in #70. <p>If--</p> <ul style="list-style-type: none"> ▪ the IFSP reads “see attached” ▪ and documentation identifying the agency/program affiliation of the professional identified in #70 is attached to the IFSP <p>-then this standard may be marked YES.</p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the date of the child’s health appraisal?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ the IFSP contains documentation identifying the date of the child’s health appraisal referenced in #69. <p>If--</p> <ul style="list-style-type: none"> ▪ the IFSP reads “see attached” ▪ and documentation identifying the date of the child’s health appraisal referenced in #69 is attached to the IFSP <p>- then this standard may be marked YES.</p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	34 CFR 303.344(a) Michigan State Plan	Does the Initial IFSP include a professional’s description of the results of the child’s vision assessment?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ the IFSP contains documentation of the results of the child’s vision assessment from a professional. <p>If--</p> <ul style="list-style-type: none"> ▪ the IFSP reads “see attached” ▪ and documentation of the results of the child’s vision assessment is attached to the IFSP <p>-then this standard may be marked YES.</p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	3Michigan State Plan	Does the Initial IFSP identify the professional who assessed the child’s vision?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ the IFSP contains documentation identifying a member of the multidisciplinary team who assessed the child’s vision. <p>If--</p> <ul style="list-style-type: none"> ▪ the IFSP reads “see attached” ▪ and documentation identifying the professional who assessed the child’s vision is attached to the IFSP <p>-then this standard may be marked YES.</p>

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				<i>POSSIBLE SOURCES: IFSP.</i>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the agency of the professional who assessed the child's vision?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the agency/program affiliation of the professional identified in #74.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation identifying the agency/program affiliation of the professional identified in #74 is attached to the IFSP</i> <p><i>-then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the date of the child's vision assessment?	<p><i>Possible answers: Y N N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the date of the child's vision assessment referenced in #73.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation identifying the date of the child's vision assessment referenced in #73 is attached to the IFSP</i> <p><i>- then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	34 CFR 303.344(a) Michigan State Plan	Does the Initial IFSP include a professional's description of the results of the child's hearing assessment?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES</i></p> <ul style="list-style-type: none"> ▪ <i>if the IFSP contains documentation of the results of the child's hearing assessment from a professional.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation of the results of the child's hearing assessment is attached to the IFSP</i> <p><i>-then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the professional who assessed the child's hearing?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying a member of the multidisciplinary team who assessed the child's hearing.</i>

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				<p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads “see attached”</i> ▪ <i>and documentation identifying the professional who assessed the child’s hearing is attached to the IFSP</i> <p><i>-then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the agency of the professional who assessed the child’s hearing?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the agency/program affiliation of the professional identified in #78.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads “see attached”</i> ▪ <i>and documentation identifying the agency/program affiliation of the professional identified in #78 is attached to the IFSP</i> <p><i>-then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the date of the child’s hearing assessment?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the date of the child’s hearing assessment referenced in #77.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads “see attached”</i> ▪ <i>and documentation identifying the date of the child’s hearing assessment referenced in #77 is attached to the IFSP</i> <p><i>- then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	34 CFR 303.344(a) Michigan State Plan	Does the Initial IFSP include objective criteria describing the child’s fine motor development?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains objective criteria describing the child’s fine motor development and</i> ▪ <i>the objective criteria is derived from an appropriate developmental evaluation tool (see #36) and</i> ▪ <i>the objective criteria was provided by a professional, describing the child’s fine motor development.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads “see attached”</i> ▪ <i>and objective criteria from a professional regarding the child’s fine motor</i>

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				<p><i>development is attached to the IFSP -then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p> <p><i>NOTE: objective criteria means using systematic observation of the specific behaviors and capabilities of the child under standard test conditions, which yields data about the child's developmental status in comparison to the general population. Practically, objective criteria is a score or a developmental age designation derived from <u>an appropriate developmental evaluation tool</u> (see #36). If the tool is not appropriate, then the objective criteria does not meet the standard.</i></p> <p><i>If #36=N, then #81=N.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the professional who evaluated the child's fine motor development?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying a member of the multidisciplinary team who conducted the developmental evaluation of the child's fine motor development.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation identifying the professional who appraised the child's fine motor development is attached to the IFSP</i> <p><i>-then this standard may be marked YES</i></p> <p><i>If—</i></p> <ul style="list-style-type: none"> ▪ <i>the evaluation was not done by a multidisciplinary team, but rather by only one professional</i> <p><i>--then this standard may still be marked YES although # 47 will remain NO.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the agency of the professional who evaluated the child's fine motor development?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the agency/program affiliation of the professional identified in #82.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation identifying the agency/program affiliation of the professional identified in #82 is attached to the IFSP</i> <p><i>- then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p>

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0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the date of the child's fine motor development evaluation?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the date of the fine motor developmental evaluation referenced in #81.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation identifying the date of the fine motor developmental evaluation referenced in #81 is attached to the IFSP</i> <p><i>- then this standard may be marked YES.</i></p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	34 CFR 303.344(a) Michigan State Plan	Does the Initial IFSP include objective criteria describing the child's gross motor development?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains objective criteria describing the child's gross motor development and</i> ▪ <i>the objective criteria is derived from an appropriate developmental evaluation tool (see #36) and</i> ▪ <i>the objective criteria was provided by a professional, describing the child's gross motor development.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and objective criteria from a professional regarding the child's gross motor development is attached to the IFSP</i> <p><i>-then this standard may be marked YES.</i></p> <p>POSSIBLE SOURCES: IFSP.</p> <p><i>NOTE: objective criteria means using systematic observation of the specific behaviors and capabilities of the child under standard test conditions, which yields data about the child's developmental status in comparison to the general population. Practically, objective criteria is a score or a developmental age designation derived from <u>an appropriate developmental evaluation tool</u> (see #36). If the tool is not appropriate, then the objective criteria does not meet the standard.</i></p> <p><i>If #36=N, then #85=N.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the professional who evaluated the child's gross motor development?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying a member of the multidisciplinary team who conducted the developmental evaluation of the child's gross motor development.</i>

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				<p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads “see attached”</i> ▪ <i>and documentation identifying the professional who apprised the child’s gross motor development is attached to the IFSP</i> <p><i>-then this standard may be marked YES</i></p> <p><i>If—</i></p> <ul style="list-style-type: none"> ▪ <i>the evaluation was not done by a multidisciplinary team, but rather by only one professional</i> <p><i>--then this standard may still be marked YES although # 47 will remain NO.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the agency of the professional who evaluated the child’s gross motor development?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the agency/program affiliation of the professional identified in #86.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads “see attached”</i> ▪ <i>and documentation identifying the agency/program affiliation of the professional identified in #86 is attached to the IFSP</i> <p><i>- then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the date of the child’s gross motor development evaluation?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the date of the gross motor developmental evaluation referenced in #85.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads “see attached”</i> ▪ <i>and documentation identifying the date of the gross motor developmental evaluation referenced in #85 is attached to the IFSP</i> <p><i>- then this standard may be marked YES.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	34 CFR 303.344(a) Michigan State Plan	Does the Initial IFSP include objective criteria describing the child’s cognitive development?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains objective criteria describing the child’s cognitive development and</i> ▪ <i>the objective criteria is derived from an appropriate developmental evaluation tool (see #36) and</i> ▪ <i>the objective criteria was provided by a</i>

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				<p><i>professional, describing the child's cognitive development.</i></p> <p><i>If-</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and objective criteria from a professional regarding the child's cognitive development is attached to the IFSP</i> <p><i>-then this standard may be marked YES.</i></p> <p>POSSIBLE SOURCES: IFSP.</p> <p>NOTE: <i>objective criteria means using systematic observation of the specific behaviors and capabilities of the child under standard test conditions, which yields data about the child's developmental status in comparison to the general population. Practically, objective criteria is a score or a developmental age designation derived from <u>an appropriate developmental evaluation tool</u> (see #36). If the tool is not appropriate, then the objective criteria does not meet the standard.</i></p> <p><i>If #36=N, then #89=N.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the professional who evaluated the child's cognitive development?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying a member of the multidisciplinary team who conducted the developmental evaluation of the child's cognitive development.</i> <p><i>If-</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation identifying the professional who appraised the child's cognitive development is attached to the IFSP</i> <p><i>-then this standard may be marked YES</i></p> <p><i>If—</i></p> <ul style="list-style-type: none"> ▪ <i>the evaluation was not done by a multidisciplinary team, but rather by only one professional</i> <p><i>--then this standard may still be marked YES although # 47 will remain NO.</i></p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the agency of the professional who evaluated the child's cognitive development?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the agency/program affiliation of the professional identified in #90.</i> <p><i>If-</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation identifying the</i>

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				<p>agency/program affiliation of the professional identified in #90 is attached to the IFSP</p> <p>- then this standard may be marked YES.</p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the date of the child's cognitive development evaluation?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ the IFSP contains documentation identifying the date of the cognitive developmental evaluation referenced in #89. <p>If--</p> <ul style="list-style-type: none"> ▪ the IFSP reads "see attached" ▪ and documentation identifying the date of the cognitive developmental evaluation referenced in #89 is attached to the IFSP <p>- then this standard may be marked YES.</p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	34 CFR 303.344(a) Michigan State Plan	Does the Initial IFSP include objective criteria describing the child's adaptive/self-help development?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ the IFSP contains objective criteria describing the child's adaptive/self-help development and ▪ the objective criteria is derived from an appropriate developmental evaluation tool (see #36) and ▪ the objective criteria was provided by a professional, describing the child's adaptive/self-help development. <p>If--</p> <ul style="list-style-type: none"> ▪ the IFSP reads "see attached" ▪ and objective criteria from a professional regarding the child's adaptive/self-help development is attached to the IFSP <p>-then this standard may be marked YES.</p> <p>POSSIBLE SOURCES: IFSP.</p> <p>NOTE: objective criteria means using systematic observation of the specific behaviors and capabilities of the child under standard test conditions, which yields data about the child's developmental status in comparison to the general population. Practically, objective criteria is a score or a developmental age designation derived from <u>an appropriate developmental evaluation tool</u> (see #36). If the tool is not appropriate, then the objective criteria does not meet the standard.</p> <p>If #36=N, then #93=N.</p>

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0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the professional who evaluated the child's adaptive/self-help development?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying a member of the multidisciplinary team who conducted the developmental evaluation of the child's adaptive/self-help development.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation identifying the professional who appraised the child's adaptive/self-help development is attached to the IFSP</i> <p><i>--then this standard may be marked YES</i></p> <p><i>If—</i></p> <ul style="list-style-type: none"> ▪ <i>the evaluation was not done by a multidisciplinary team, but rather by only one professional</i> <p><i>--then this standard may still be marked YES although # 47 will remain NO.</i></p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the agency of the professional who evaluated the child's adaptive/self-help development?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the agency/program affiliation of the professional identified in #94.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation identifying the agency/program affiliation of the professional identified in #94 is attached to the IFSP</i> <p><i>- then this standard may be marked YES.</i></p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the date of the child's adaptive/self-help development evaluation?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the date of the adaptive/self-help developmental evaluation referenced in #93.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation identifying the date of the adaptive developmental evaluation referenced in #93 is attached to the IFSP</i> <p><i>- then this standard may be marked YES.</i></p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT-	34 CFR 303.344(a)	Does the Initial IFSP include objective criteria describing the	<p>Possible answers: Y N</p>

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	EVALUATION	Michigan State Plan	child's social/emotional development?	<p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the IFSP contains objective criteria describing the child's social/emotional development and ▪ the objective criteria is derived from an appropriate developmental evaluation tool (see #36) and ▪ the objective criteria was provided by a professional, describing the child's social/emotional development. <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ the IFSP reads "see attached" ▪ and objective criteria from a professional regarding the child's social/emotional development is attached to the IFSP <p><i>-then this standard may be marked YES.</i></p> <p>POSSIBLE SOURCES: IFSP.</p> <p><i>NOTE: objective criteria means using systematic observation of the specific behaviors and capabilities of the child under standard test conditions, which yields data about the child's developmental status in comparison to the general population. Practically, objective criteria is a score or a developmental age designation derived from <u>an appropriate developmental evaluation tool</u> (see #36). If the tool is not appropriate, then the objective criteria does not meet the standard.</i></p> <p><i>If #36=N, then #97=N.</i></p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the professional who evaluated the child's social/emotional development?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the IFSP contains documentation identifying a member of the multidisciplinary team who conducted the developmental evaluation of the child's social/emotional development. <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ the IFSP reads "see attached" ▪ and documentation identifying the social/emotional development is attached to the IFSP <p><i>-then this standard may be marked YES</i></p> <p><i>If—</i></p> <ul style="list-style-type: none"> ▪ the evaluation was not done by a multidisciplinary team, but rather by only one professional <p><i>--then this standard may still be marked YES although # 47 will remain NO.</i></p> <p>POSSIBLE SOURCES: IFSP.</p>

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0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the agency of the professional who evaluated the child's social/emotional development?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the agency/program affiliation of the professional identified in #98.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation identifying the agency/program affiliation of the professional identified in #98 is attached to the IFSP</i> <p><i>- then this standard may be marked YES.</i></p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the date of the child's social/emotional development evaluation?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains documentation identifying the date of the social/emotional developmental evaluation referenced in #97.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and documentation identifying the date of the social/emotional developmental evaluation referenced in #97 is attached to the IFSP</i> <p><i>- then this standard may be marked YES.</i></p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	34 CFR 303.344(a) Michigan State Plan	Does the Initial IFSP include objective criteria describing the child's communication development?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP contains objective criteria describing the child's communication development and</i> ▪ <i>the objective criteria is derived from an appropriate developmental evaluation tool (see #36) and</i> ▪ <i>the objective criteria was provided by a professional, describing the child's communication development.</i> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP reads "see attached"</i> ▪ <i>and objective criteria from a professional regarding the child's communication development is attached to the IFSP</i> <p><i>-then this standard may be marked YES.</i></p> <p>POSSIBLE SOURCES: IFSP.</p> <p>NOTE: <i>objective criteria means using systematic observation of the specific behaviors and capabilities of the child under standard test conditions, which yields data</i></p>

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				<p>about the child's developmental status in comparison to the general population. Practically, objective criteria is a score or a developmental age designation derived from <u>an appropriate developmental evaluation tool</u> (see #36). If the tool is not appropriate, then the objective criteria does not meet the standard.</p> <p>If #36=N, then #101=N.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the professional who evaluated the child's communication development?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the IFSP contains documentation identifying a member of the multidisciplinary team who conducted the developmental evaluation of the child's communication development. <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ the IFSP reads "see attached" ▪ and documentation identifying the professional who appraised the child's communication development is attached to the IFSP <p><i>--then this standard may be marked YES</i></p> <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ the evaluation was not done by a multidisciplinary team, but rather by only one professional <p><i>--then this standard may still be marked YES although # 47 will remain NO.</i></p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the agency of the professional who evaluated the child's communication development?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the IFSP contains documentation identifying the agency/program affiliation of the professional identified in #102. <p><i>If--</i></p> <ul style="list-style-type: none"> ▪ the IFSP reads "see attached" ▪ and documentation identifying the agency/program affiliation of the professional identified in #102 is attached to the IFSP <p><i>- then this standard may be marked YES.</i></p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT- EVALUATION	Michigan State Plan	Does the Initial IFSP identify the date of the child's communication development evaluation?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the IFSP contains documentation identifying the date of the communication developmental evaluation referenced in #101.

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				<p>If--</p> <ul style="list-style-type: none"> ▪ the IFSP reads “see attached” ▪ and documentation identifying the date of the communication developmental evaluation referenced in #101 is attached to the IFSP <p>- -then this standard may be marked YES.</p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	INITIAL IFSP CONTENT-FAMILY INTERVIEW	ORGANIZATIONAL MARKER	Did the parent consent to a family interview?	<p>Possible answers: Y N NA</p> <p>Record whether the parent has indicated on a consent to evaluate form that they agree to participate in a Family Interview (resources, priorities, concerns related to supporting the child’s growth and learning).</p> <p>POSSIBLE SOURCES: Consent to evaluate form.</p> <p>See #17 or #49 If #105=N, then #106-109=NA</p>
0.	INITIAL IFSP CONTENT-FAMILY INTERVIEW	34 CFR 303.344(b)	Does the Initial IFSP include a description of the family’s resources related to enhancing the development of their child?	<p>Possible answers: Y N NA</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ the Initial IFSP includes a description of family-identified resources and ▪ the resources identified relate to enhancing the family’s capacity to support the child’s growth and learning. <p>POSSIBLE SOURCES: Initial IFSP, family interview information</p>
0.	INITIAL IFSP CONTENT-FAMILY INTERVIEW	34 CFR 303.344(b)	Does the Initial IFSP include a description of the family’s concerns related to enhancing the development of their child?	<p>Possible answers: Y N NA</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ the Initial IFSP includes a description of family-identified concerns and ▪ the concerns identified relate to enhancing the family’s capacity to support the child’s growth and learning. <p>POSSIBLE SOURCES: Initial IFSP, family interview information</p>
0.	INITIAL IFSP CONTENT-FAMILY INTERVIEW	34 CFR 303.344(b)	Does the Initial IFSP include a description of the family’s priorities related to enhancing the development of their child?	<p>Possible answers: Y N NA</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ the Initial IFSP includes a description of family-identified priorities and ▪ the priorities identified relate to enhancing the family’s capacity to support the child’s growth and learning. <p>POSSIBLE SOURCES: Initial IFSP, family interview information</p>

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0.	INITIAL IFSP CONTENT-FAMILY INTERVIEW	34 CFR 303.322(d)(3)	Were the descriptions of resources, concerns, and priorities in the family's words (i.e. family's description)?	<p>Possible answers: Y N NA</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ the description of family-identified resources on the Initial IFSP is in the family's words and ▪ the description of family-identified, concerns on the Initial IFSP is in the family's words and ▪ the description of family-identified priorities on the Initial IFSP is in the family's words. <p>POSSIBLE SOURCES: Initial IFSP, family interview information</p> <p>NOTE: family's words means that the information provided by the family is captured in their words/terminology (verbatim), and not re-interpreted or translated into professional jargon.</p>
0.	OUTCOMES SUMMARY	ORGANIZATIONAL MARKER	Does the IFSP OUTCOME DEVELOPMENT section = Yes or NA across all outcomes?	<p>Possible answers: Y N</p> <p>Record whether items #124-129 on <u>each</u> IFSP Outcomes form are marked YES or NA.</p> <p>POSSIBLE SOURCES: IFSP Outcomes pages [1 page for each Outcome on the IFSP]</p>
0.	OUTCOMES SUMMARY	ORGANIZATIONAL MARKER	Does the IFSP OUTCOME-EARLY INTERVENTION SERVICES section = Yes or NA across all outcomes?	<p>Possible answers: Y N</p> <p>Record whether items #130-137 on <u>each</u> IFSP Outcomes form are marked YES or NA.</p> <p>POSSIBLE SOURCES: IFSP Outcomes pages [1 page for each Outcome on the IFSP]</p>
0.	OUTCOMES SUMMARY	ORGANIZATIONAL MARKER	Does at least one of the Outcomes include an early intervention service?	<p>Possible answers: Y N</p> <p>Record whether #130 is marked YES on <u>one or more</u> of the IFSP Outcomes forms.</p> <p>POSSIBLE SOURCES: IFSP Outcomes pages [1 page for each Outcome on IFSP]</p>
0.	OUTCOMES SUMMARY	ORGANIZATIONAL MARKER	Does the IFSP OUTCOME-NATURAL ENVIRONMENTS section = Yes across all outcomes?	<p>Possible answers: Y N</p> <p>Record whether items #138-145 on <u>each</u> IFSP Outcomes form are marked YES or NA.</p> <p>POSSIBLE SOURCES: IFSP Outcomes pages [1 page for each Outcome on the IFSP]</p>
0.	INITIAL IFSP PARTICIPANTS	34 CFR 303.344(g)	Does the IFSP include the name of the service coordinator?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ the name of the service coordinator is present on the Initial IFSP form. <p>POSSIBLE SOURCES: Initial IFSP.</p>

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0.	INITIAL IFSP PARTICIPANTS	34 CFR 303.343(a)(1)(iv)	Did the service coordinator participate in the Initial IFSP meeting?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the service coordinator identified in #114 signed the initial IFSP form. <p>POSSIBLE SOURCES: Initial IFSP.</p> <p>NOTE: the service coordinator must participate in the IFSP meeting.</p>
0.	INITIAL IFSP PARTICIPANTS	34 CFR 303.343(a)(1)(i)	Did the parent participate in the Initial IFSP meeting?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the parent signed the initial IFSP form. <p>POSSIBLE SOURCES: Initial IFSP.</p> <p>NOTE: the parent must participate in the IFSP meeting.</p>
0.	INITIAL IFSP PARTICIPANTS	34 CFR 303.343(a)(1)(v)	Did a professional directly involved in the evaluation/assessment participate in the Initial IFSP meeting?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> a professional directly involved in the evaluation/assessment signed the IFSP form. <p>If there is documentation that-</p> <ul style="list-style-type: none"> a professional who was directly involved in the evaluation/assessment participated in the Initial IFSP meeting through some means other than attending the IFSP meeting <p>-then this standard may be marked YES.</p> <p>POSSIBLE SOURCES: Initial IFSP.</p> <p>NOTE: a professional directly involved in the evaluation/assessment means a professional who was identified on the IFSP form as contributing to the evaluation - see items #70, 74, 78, 82, 86, 90, 94, 98, or 102.</p> <p>Participation through some means other than participating in the IFSP meeting includes participating via a telephone conference call, or having a knowledgeable authorized representative attend the meeting in their place, or making pertinent records available at the meeting.</p>
0.	INITIAL IFSP PARTICIPANTS	34 CFR 303.343(a)(1)(ii)	Did others, at the request of the parent, participate in the Initial IFSP meeting?	<p>Possible answers: Y N NA</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> there is documentation of 'others' who the parent requested be a part of the IFSP

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				<p>meeting and</p> <ul style="list-style-type: none"> the 'others' signed the initial IFSP form. <p>POSSIBLE SOURCES: Initial IFSP.</p> <p>NOTE: 'others' means other family members, an advocate or other persons outside the family, and persons who will be providing services to the child or family who might participate as appropriate or at the request of the parent.</p>
0.	INITIAL IFSP CONSENT	34 CFR 303.342(e)	Did the parent indicate that the content of the IFSP was explained to them?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the parent has indicated on the Initial IFSP form that the content of the IFSP was explained to them and the IFSP form is signed. <p>POSSIBLE SOURCES: Initial IFSP.</p>
0.	INITIAL IFSP CONSENT	34 CFR 303.342(e)	Were the early intervention services the parent agreed to specifically identified?	<p>Possible answers: Y N NA</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the early intervention services (to address outcomes) are clearly identified on the IFSP and the parent has specifically identified which early intervention services (to address outcomes) they are agreeing to and the IFSP form is signed. <p>POSSIBLE SOURCES: Initial IFSP.</p> <p>NOTE: the parent may choose to agree to some early intervention services (outcomes) but not others, so it is important that they specify on the IFSP exactly which early intervention services they are agreeing to.</p> <p>If #112 =N, then #120=NA</p>
0.	INITIAL IFSP CONSENT	34 CFR 303.342(e) 34 CFR 303.404(a) PSS 340.1931(a)(1)	Was <u>written</u> consent to the IFSP obtained?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the parent has signed the IFSP form. <p>POSSIBLE SOURCES: Initial IFSP.</p>
0.	INITIAL IFSP CONSENT	FERPA 99.30(c)	Was the written consent to the IFSP dated?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the Initial IFSP form is dated <p>POSSIBLE SOURCES: Initial IFSP.</p>

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Review Form: Checklist of Required Components – IFSP Outcomes

#	Standard Type	Citation	Standard	Documentation & Verification
0.	IFSP OUTCOME DEVELOPMENT	ORGANIZATIONAL MARKER	Outcome #	<p>Record the outcome number (or unique identifier) for the outcome you are reviewing (e.g. Outcome #1 on IFSP Outcomes page).</p> <p>POSSIBLE SOURCES: IFSP.</p> <p>NOTE: each outcome on the IFSP will be identified in some way – 1,2,3, or a,b,c, etc. There will be one “IFSP Outcomes” form for each outcome listed on the IFSP.</p>
0.	IFSP OUTCOME DEVELOPMENT	34 CFR 303.344(c)	Does this IFSP outcome include criteria used to determine progress and make changes?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the outcome includes criteria, i.e. a benchmark or point of reference against which progress toward the outcome can be measured <p>POSSIBLE SOURCES: IFSP.</p>
0.	IFSP OUTCOME DEVELOPMENT	34 CFR 303.344(d)	Does this IFSP outcome include procedures for delivering the identified supports/services?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the outcome includes procedures, i.e. general information about actions that will be taken to meet the identified outcome. <p>POSSIBLE SOURCES: IFSP.</p>
0.	IFSP OUTCOME DEVELOPMENT	34 CFR 303.344(c)	Does this IFSP outcome include timelines to determine progress and make changes?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the outcome includes timelines, i.e. a time frame for the outcome, which includes the time frame for the procedures to take place, and for the criteria to be applied to measure progress toward the outcome. <p>POSSIBLE SOURCES: IFSP.</p>
0.	IFSP OUTCOME DEVELOPMENT	34 CFR 303.344(d)(1)	Does this IFSP outcome meet a <u>unique need</u> of the child and/or family as identified during the evaluation/family interview process?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> the outcome addresses one of the findings of the evaluation (see #37-46) and/or the family interview (IF consent was given for a family interview, see #49-53). <p>POSSIBLE SOURCES: IFSP, Evaluation materials.</p>
0.	IFSP OUTCOME DEVELOPMENT	34 CFR 303.344(c)	Does this IFSP outcome include strategies/methods for working on	<p>Possible answers: Y N</p>

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			this outcome?	<p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> the outcome includes more detailed information about strategies/actions that will be used to work toward the identified outcome. <p>POSSIBLE SOURCES: IFSP.</p> <p>NOTE: strategies/methods might include the therapeutic model- i.e. direct or consultative-e and the therapeutic intervention approach-i.e. establishing a skill; modify activity; modify environment, alter behavior; or alter environment- that will be used.</p>
0.	34 CFR 303.344(e)(1)	Does this IFSP outcome identify appropriate medical or “other” services that are needed to attain this outcome?		<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> the outcome identifies medical or other services (NOT early intervention services – see #130, below) that are needed to help meet the identified outcome. <p>POSSIBLE SOURCES: IFSP.</p> <p>NOTE: This would include any services that the child/family are receiving that relate to or support the attainment of this outcome, through any agency/program, and relate to their unique needs. These services should be recorded on the IFSP, so that a whole picture of what is happening for the child can be created.</p> <p>Listing services that are being received, and investigating possible services to meet the child’s unique need, does not obligate the lead agency, agency partners or the service coordinator to directly provide or fund those services not required.</p>
0.	IFSP OUTCOME – EARLY INTERVENTION SERVICES 34 CFR 303.344(d)(1)	Does this IFSP outcome identify early intervention services that are needed to attain this outcome?		<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> the outcome identifies early intervention services that are needed to help meet the identified outcome. <p>POSSIBLE SOURCES: IFSP.</p> <p>NOTE: early intervention services include:</p> <ul style="list-style-type: none"> assistive technology audiology family training (counseling & home visits) health service medical services (for diagnostic or evaluation purposes) nursing services nutrition services

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				<ul style="list-style-type: none"> ▪ occupational therapy ▪ physical therapy ▪ psychological services ▪ service coordination ▪ social work services ▪ special instruction ▪ speech-language pathology ▪ transportation ▪ vision services <p><i>Early intervention services include those services that the child/family are receiving that relate to or support the attainment of this outcome, through Early On and/or any agency/program, and relate to their unique needs. These early intervention services should be recorded on the IFSP, so that a whole picture of what is happening for the child can be created.</i></p> <p>If #130=N, then #131-142= NA</p>
0.	IFSP OUTCOME – EARLY INTERVENTION SERVICES	34 CFR 303.344(d)(2)(i)	Does this IFSP outcome include a description of the number of days or session's service will be provided?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the outcome identifies an early intervention service that will help to meet the identified outcome and ▪ the frequency of service, i.e. specific number of days or sessions this service will be provided is written on the IFSP. <p>POSSIBLE SOURCES: IFSP.</p>
0.	IFSP OUTCOME – EARLY INTERVENTION SERVICES	34 CFR 303.344(d)(2)(i)	Does this IFSP outcome include the length of time per session?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the outcome identifies an early intervention service that will help to meet the identified outcome and ▪ the intensity of service, i.e. length of time per day/session this service will be provided is written on the IFSP. <p>POSSIBLE SOURCES: IFSP.</p>
0.	IFSP OUTCOME – EARLY INTERVENTION SERVICES	34 CFR 303.344(d)(2)(i)	Does this IFSP outcome identify if the service will be delivered on an individual or group basis?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the outcome identifies an early intervention service that will help to meet the identified outcome and ▪ the method of service, i.e. the group or individual basis through which this service will be provided is written on the IFSP. <p>POSSIBLE SOURCES: IFSP.</p>
0.	IFSP OUTCOME – EARLY	34 CFR 303.167(c) 34 CFR 303.344(d)(1)(ii-	Does this IFSP outcome identify	<p>Possible answers: Y N NA</p>

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	INTERVENTION SERVICES	iii)	where the service will be provided?	<p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the outcome identifies an early intervention service that will help to meet the identified outcome and ▪ the location of service, i.e. where the service will be provided is written on the IFSP. <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	IFSP OUTCOME – EARLY INTERVENTION SERVICES	34 CFR 303.344(d)(1)(iv)	Does this IFSP outcome include payment arrangements?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the outcome identifies an early intervention service that will help to meet the identified outcome and ▪ the payment arrangement, i.e. who will fund the service is written on the IFSP. <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	IFSP OUTCOME – EARLY INTERVENTION SERVICES	34 CFR 303.344(f)	Does this IFSP outcome include the initiation date for service?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the outcome identifies an early intervention service that will help to meet the identified outcome and ▪ the initiation date, i.e. the date the service will begin is written on the IFSP. <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	IFSP OUTCOME – EARLY INTERVENTION SERVICES	34 CFR 303.344(f)	Does this IFSP outcome include the length of time service will be provided (end date)?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the outcome identifies an early intervention service that will help to meet the identified outcome and ▪ the end date, i.e. the date the service will finish is written on the IFSP. <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	IFSP OUTCOME – NATURAL ENVIRONMENTS	34 CFR 303.167(c) 34 CFR 303.344(d)(1)(ii-iii)	Are the services utilized to address this outcome provided in the child's natural environment?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the outcome identifies an early intervention service that will help to meet the identified outcome and ▪ the setting/location for the early intervention service is natural or normal for the child's age peers who have no disability. <p><i>This standard should be marked NO if</i></p> <ul style="list-style-type: none"> ▪ the setting/location for the early intervention service is solely for children with disabilities.

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				<p><i>NOTE: Natural or normal for the child's age peers means that the service is provided in a place/location where the child's same-age peers would typically participate.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p> <p>If #138=Y, then #139-142=NA</p>
0.	IFSP OUTCOME – NATURAL ENVIRONMENTS	ORGANIZATIONAL MARKER 34 CFR 303.344(d)(ii)	Is a justification of the extent to which the services will not utilize/be provided in a natural environment included on the IFSP?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is a written justification on the IFSP of the extent to which the early intervention services for this outcome will not be provided in a natural environment.</i> <p><i>NOTE: there must be a written justification for each early intervention service that is not is not provided in the child's natural environment.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p> <p>If #139=N, then #140-142=N</p>
0.	IFSP OUTCOME – NATURAL ENVIRONMENTS	34 CFR 303.344(d)(1)(ii)	Does the justification include <u>how</u> the <i>Early On</i> team determined that the child's outcome(s) could not be met if the services utilized were provided in the child's natural environment?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP includes written documentation of the process and procedure that the EO Team followed to determine that this outcome could not be met if the early intervention service was provided in the child's natural environment.</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	IFSP OUTCOME – NATURAL ENVIRONMENTS	34 CFR 303.344(d)(1)(ii)	Does the justification include <u>why</u> the <i>Early On</i> team determined that the child's outcome(s) could not be met if the services utilized were provided in the child's natural environment?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP includes written documentation of the information, data, reports, etc. that were used by the EO Team to determine why this outcome could not be met if the early intervention service was provided in the child's natural environment.</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	IFSP OUTCOME – NATURAL ENVIRONMENTS	34 CFR 303.344(d)(1)(ii)	Does the justification include how services provided in this segregated setting will be generalized to support the child's ability to function in his/her natural environment?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP includes written documentation of process through which this early intervention service will be generalized to support the child in his/her natural</i>

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environment.

POSSIBLE SOURCES: IFSP.

NOTE: generalization means supporting the development of a skill/ability so that it can be functionally used in a broad range of settings/locations where the child might naturally participate, and not be limited to the place where the service is taking place.

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Review Form: *Checklist of Required Components – IFSP Review*

#	Standard Type	Citation	Standard	Documentation & Verification
0.	REVIEW & TIMELINES	ORGANIZATIONAL MARKER	Date this IFSP review was due.	<p>Record the date this IFSP review was due. Use documentation of the date of Initial IFSP (see #65) or most recent IFSP review (see #149 on other IFSP review forms from earlier review dates), and calculate 6 months after that date as the date this review was due.</p> <p>POSSIBLE SOURCES: IFSP, IFSP Review forms.</p>
0.	REVIEW & TIMELINES	ORGANIZATIONAL MARKER	Which IFSP review is this? (i.e. post initial IFSP - 1 st , 2 nd , 3 rd , etc.)	<p>Record which IFSP review this is (count starting with the first review after the initial IFSP). Reviews are due within 6 months of the previous IFSP or previous review.</p> <p>POSSIBLE SOURCES: IFSP, IFSP Review forms.</p>
0.	REVIEW & TIMELINES	ORGANIZATIONAL MARKER	Were any parts of this IFSP review conducted?	<p>Possible answers: Y N</p> <p>Record whether <u>any</u> parts of this IFSP review were completed.</p> <p>POSSIBLE SOURCES: IFSP, IFSP Review forms.</p> <p>If #145=N, then #146-180=N</p>
0.	REVIEW & TIMELINES	ORGANIZATIONAL MARKER	Date of the review	<p>Record the date this IFSP review was actually done. If there were new or revised outcomes, use the date the IFSP was signed (giving consent to the new or revised plan).</p> <p>POSSIBLE SOURCES: IFSP, IFSP Review forms.</p>
0.	REVIEW & TIMELINES	34 CFR 303.342(b)(1)	Was the IFSP review conducted within six months of the previous IFSP or previous review?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ there is evidence that this review was conducted within 6 months of the previous IFSP or previous review. <p>POSSIBLE SOURCES: IFSP, IFSP Review forms.</p> <p>NOTE: see #146 & 149; if the date in # 149 is later than the due date listed in #146, then the review is late and this standard should be marked NO.</p>
0.	PROGRESS	34 CFR 303.342(b)(1)(i)	Was progress toward outcomes assessed?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ there is documentation that progress toward the current outcomes was specifically assessed.

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				<p><i>POSSIBLE SOURCES: IFSP, IFSP Review forms, Evaluation materials (updates)</i></p> <p><i>NOTE: 'current outcomes' means those listed on the most recent IFSP, or any new or revised outcomes from the previous review. 'Assessed' means that the progress toward the outcomes was specifically addressed – the outcomes were looked at and any information about progress was reviewed. Information might include data from ongoing assessment, or anecdotal information from parents/providers that help to measure the child/family's progress toward the outcomes.</i></p>
0.	PROGRESS	34 CFR 303.342(b)(1)(i)	Did the child (family) make progress toward the outcomes?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the documentation from #151 (above) shows the child (family) has made progress toward the current outcomes.</i> <p><i>POSSIBLE SOURCES: IFSP, IFSP Review forms, Evaluation materials (updates)</i></p> <p><i>NOTE: 'current outcomes' means those listed on the most recent IFSP, or any new or revised outcomes from the previous review. 'Progress' means that the child/family has made documented improvement/advancement toward achieving the outcome.</i></p>
0.	NEW EVALS	ORGANIZATIONAL MARKER	Were any new evaluations done?	<p>Possible answers: Y N</p> <p><i>Record whether <u>any</u> new evaluations were done since the initial evaluation for eligibility or since the most recent IFSP.</i></p> <p><i>POSSIBLE SOURCES: IFSP, IFSP Review forms.</i></p> <p>If #150=N, then #151 & #152=NA</p>
0.	NEW EVALS	PSS 340.1931(a)(1) 34 CFR 303.342(e)	Did the parent give written consent for any new evaluations?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>a consent for any new evaluation form is present in the file and</i> ▪ <i>the form is signed and</i> ▪ <i>the parent has indicated on a consent to evaluate form that they are agreed to give consent for the evaluation.</i> <p><i>POSSIBLE SOURCES: Consent to evaluate form.</i></p> <p><i>NOTE: consent is only required when there is a new evaluation done. A new consent form is not necessary for ongoing assessment, in which the information from the previous assessment is added to and updated based on what is seen during visits, etc.</i></p>

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0.	NEW EVALS	34 CFR 303.342(c)	Were new evaluation results used to revise the service plan?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> there is documentation indicating that results from any new evaluations were used to revise any parts of the outcomes (including services, or details about the services). <p>POSSIBLE SOURCES: IFSP, IFSP Review forms, Evaluation materials (updates)</p> <p>NOTE: any new evaluation results should be used to update the IFSP/Outcomes so that they are up-to-date and addressing the child's current needs.</p> <p>If #152=Y, then #153=Y</p>
0.	REVISIONS TO IFSP	ORGANIZATIONAL MARKER	Were any changes made to the IFSP?	<p>Possible answers: Y N</p> <p><i>Record whether <u>any</u> changes were made to the IFSP (changes since the last full IFSP or review).</i></p> <p>POSSIBLE SOURCES: IFSP, IFSP Review forms.</p> <p>If #153=N, then #154-180=NA</p>
0.	REVISIONS TO IFSP	34 CFR 303.344(c)	Do new or revised outcomes include criteria used to determine progress and make changes?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> new or revised outcomes includes criteria, i.e. a benchmark or point of reference against which progress toward the outcome can be measured <p>POSSIBLE SOURCES: IFSP.</p>
0.	REVISIONS TO IFSP	34 CFR 303.344(c)	Do new or revised outcomes include procedures for delivering the identified service?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> the new or revised outcomes include procedures, i.e. general information about actions that will be taken to meet the identified outcome. <p>POSSIBLE SOURCES: IFSP.</p>
0.	REVISIONS TO IFSP	34 CFR 303.344(c)	Do new or revised outcomes include timelines to determine progress and make changes?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> the new or revised outcomes include timelines, i.e. a time frame for the outcome, which includes the time frame for the procedures to take place, and for the criteria to be applied to measure progress toward the outcome.

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				<i>POSSIBLE SOURCES: IFSP.</i>
0.	REVISIONS TO IFSP	34 CFR 303.340(b)(2) 34 CFR 303.344(d)(1)	Do new or revised outcomes meet a <u>unique need</u> of the child and family as identified during the evaluation/assessment process?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the new or revised outcomes address one of the findings of the new evaluation (see #155).</i> <p><i>POSSIBLE SOURCES: IFSP, Evaluation materials.</i></p>
0.	REVISIONS TO IFSP	34 CFR 303.344(d)(1)	Do new or revised outcomes include strategies/methods for working on this outcome?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the new or revised outcomes include more detailed information about strategies/actions that will be used to work toward the identified outcome.</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p> <p><i>NOTE: strategies/methods might include the therapeutic model- i.e. direct or consultative-e and the therapeutic intervention approach-i.e. establishing a skill; modify activity; modify environment, alter behavior; or alter environment- that will be used.</i></p>
0.	REVISIONS TO IFSP	34 CFR 303.344(e)(1)	Do new or revised outcomes identify appropriate medical or “other” services that are needed to attain the outcome?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the new or revised outcomes identify medical or other services (NOT early intervention services – see #130, below) that are needed to help meet the identified outcome.</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p> <p><i>NOTE: This would include any services that the child/family are receiving that relate to or support the attainment of this outcome, through any agency/program, and relate to their unique needs. These services should be recorded on the IFSP, so that a whole picture of what is happening for the child can be created.</i></p> <p><i>Listing services that are being received, and investigating possible services to meet the child’s unique need, does not obligate the lead agency, agency partners or the service coordinator to directly provide or fund those services not required.</i></p>

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0.	REVISIONS TO IFSP	34 CFR 303.344(d)(1)	Do new or revised outcomes identify early intervention services that are needed to attain the outcome?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the new or revised outcomes identify early intervention services that are needed to help meet the identified outcome.</i> <p>POSSIBLE SOURCES: IFSP.</p> <p>NOTE: early intervention services include:</p> <ul style="list-style-type: none"> ▪ assistive technology ▪ audiology ▪ family training (counseling & home visits) ▪ health service ▪ medical services (for diagnostic or evaluation purposes) ▪ nursing services ▪ nutrition services ▪ occupational therapy ▪ physical therapy ▪ psychological services ▪ service coordination ▪ social work services ▪ special instruction ▪ speech-language pathology ▪ transportation ▪ vision services <p><i>Early intervention services include those services that the child/family are receiving that relate to or support the attainment of this outcome, through Early On and/or any agency/program, and relate to their unique needs. These early intervention services should be recorded on the IFSP, so that a whole picture of what is happening for the child can be created.</i></p> <p>f #160=N, then #161-173=N & skip to #174</p>
0.	REVISIONS TO IFSP	34 CFR 303.344(d)(2)(i)	Do new or revised outcomes include a description of the number of days or session's service will be provided?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the new or revised outcomes identify an early intervention service that will help to meet the identified outcome and</i> ▪ <i>the frequency of service, i.e. specific number of days or sessions this service will be provided is written on the IFSP.</i> <p>POSSIBLE SOURCES: IFSP.</p>
0.	REVISIONS TO IFSP	34 CFR 303.344(d)(2)(i)	Do new or revised outcomes include the length of time per session?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the new or revised outcomes identify an early intervention service that will help to meet the identified outcome and</i> ▪ <i>the intensity of service, i.e. length of time</i>

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				<p><i>per day/session this service will be provided is written on the IFSP.</i></p> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	REVISIONS TO IFSP	34 CFR 303.344(d)(2)(i)	Do new or revised outcomes identify if the service will be delivered on an individual or group basis?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the new or revised outcomes identify an early intervention service that will help to meet the identified outcome and</i> ▪ <i>the method of service, i.e. the group or individual basis through which this service will be provided is written on the IFSP.</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	REVISIONS TO IFSP	34 CFR 303.167(c) 34 CFR 303.344(d)(1)(ii-iii)	Do new or revised outcomes identify where the service will be provided?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the new or revised outcomes identify an early intervention service that will help to meet the identified outcome and</i> ▪ <i>the location of service, i.e. where the service will be provided is written on the IFSP.</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	REVISIONS TO IFSP	34 CFR 303.344(d)(1)(iv)	Do new or revised outcomes include payment arrangements?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the new or revised outcomes identify an early intervention service that will help to meet the identified outcome and</i> ▪ <i>the payment arrangement, i.e. who will fund the service is written on the IFSP.</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	REVISIONS TO IFSP	34 CFR 303.344(f)	Do new or revised outcomes include the initiation date for service?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the new or revised outcomes identify an early intervention service that will help to meet the identified outcome and</i> ▪ <i>the initiation date, i.e. the date the service will begin is written on the IFSP.</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	REVISIONS TO IFSP	34 CFR 303.344(f)	Do new or revised outcomes include the length of time service will be provided (end date)?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the new or revised outcomes identify an early intervention service that will help to meet the identified outcome and</i> ▪ <i>the end date, i.e. the date the service will</i>

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				<p><i>finish is written on the IFSP.</i></p> <p>POSSIBLE SOURCES: IFSP.</p>
0.	REVISIONS TO IFSP	34 CFR 303.167(c) 34 CFR 303.344(d)(1)(ii-iii)	Are the services utilized to address new or revised outcomes provided in the child's natural environment?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the type of early intervention service is documented; and ▪ the setting/location for the early intervention service is natural or normal for the child's age peers who have no disability. <p><i>This standard may be marked NO if</i></p> <ul style="list-style-type: none"> ▪ the setting/location for the early intervention service is solely for children with disabilities. <p><i>NOTE: Natural or normal for the child's age peers means that the service is provided in a place/location where the child's same-age peers would typically participate.</i></p> <p>POSSIBLE SOURCES: IFSP.</p> <p>If #168=Y, then #169-173=NA.</p>
0.	REVISIONS TO IFSP	ORGANIZATIONAL MARKER 34 CFR 303.344(d)(1)(ii)	Is a justification of the extent to which the new or revised services will not be provided in a natural environment included on the IFSP?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ there is a written justification on the IFSP of the extent to which the early intervention services for this outcome will not be provided in a natural environment. <p><i>NOTE: there must be a written justification for each early intervention service that is not provided in the child's natural environment.</i></p> <p>POSSIBLE SOURCES: IFSP</p> <p>If #169=N, then #170-173=N.</p>
0.	REVISIONS TO IFSP	34 CFR 303.344(d)(1)(ii)	Does the justification include <u>how</u> the Early On team determined that the child's new or revised outcome(s) could not be met if the services were provided in the child's natural environment?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the IFSP includes written documentation of the process and procedure that the EO Team followed to determine that this outcome could not be met if the early intervention service was provided in the child's natural environment. <p>POSSIBLE SOURCES: IFSP.</p>
0.	REVISIONS TO IFSP	34 CFR 303.344(d)(1)(ii)	Does the justification include <u>why</u> the Early On team determined that the child's new or revised outcome(s) could not be met if the services were provided in the	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the IFSP includes written documentation of

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			child's natural environment?	<p><i>the information, data, reports, etc. that were used by the EO Team to determine why this outcome could not be met if the early intervention service was provided in the child's natural environment.</i></p> <p>POSSIBLE SOURCES: IFSP</p>
0.	REVISIONS TO IFSP	34 CFR 303.344(d)(1)(ii)	Does the justification include how new or revised services provided in segregated settings will be generalized to support the child's ability to function in his/her natural environment?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP includes written documentation of process through which this early intervention service will be generalized to support the child in his/her natural environment.</i> <p>POSSIBLE SOURCES: IFSP.</p> <p><i>NOTE: generalization means supporting the development of a skill/ability so that it can be functionally used in a broad range of settings/locations where the child might naturally participate, and not be limited to the place where the service is taking place.</i></p>
0.	REVISIONS TO IFSP	34 CFR 303.344(d)(1)(ii)	If the justification is that the child has not made satisfactory progress toward an outcome in a natural environment, does it also include a description of why alternative natural environments have not been selected or why it is inappropriate to modify the outcomes?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP includes written documentation of the information, data, reports, etc. that were used by the EO Team to determine why alternative natural environments cannot be used or</i> ▪ <i>written documentation of the information, data, reports, etc. that were used by the EO Team to determine why it is inappropriate to modify the outcome so that it can be consistent with service provision in the natural environment.</i> <p>POSSIBLE SOURCES: IFSP</p>
0.	CONSENT TO REVISIONS	34 CFR 303.342(e)	Did the parent indicate that the content of the new or revised IFSP was explained to them?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the parent has indicated on the revised IFSP form that the content of the new or revised outcomes was explained to them and</i> ▪ <i>the revised IFSP form is signed.</i> <p>POSSIBLE SOURCES: IFSP.</p>
0.	CONSENT TO REVISIONS	34 CFR 303.342(e)	Were the new or revised early intervention services the parent agreed to specifically identified?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the early intervention services (to address outcomes) are clearly identified on the revised IFSP and</i> ▪ <i>the parent has specifically identified which</i>

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				<p><i>early intervention services (to address outcomes) they are agreeing to and</i></p> <ul style="list-style-type: none"> ▪ <i>the revised IFSP form is signed.</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p> <p><i>NOTE: the parent may choose to agree to some early intervention services (outcomes) but not others, so it is important that they specify on the IFSP exactly which early intervention services they are agreeing to.</i></p>
0.	CONSENT TO REVISIONS	34 CFR 303.342(e) 34 CFR 303.404(a) PSS 340.1931(a)(1)	Was <u>written</u> consent to the new or revised IFSP obtained?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the parent has signed the revised IFSP form.</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	CONSENT TO REVISIONS	FERPA 99.30(c)	Was the written consent to the new or revised IFSP dated?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the revised IFSP form is dated</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p>
0.	PARTICIPANTS	34 CFR 303.343(a)(1)(i)	Did the parent participate in the review of the IFSP?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is documentation that the parent participated in the review of the IFSP or</i> ▪ <i>the parent signed the revised IFSP form (when there are new or revised outcomes).</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p> <p><i>NOTE: the parent must participate in the review of the IFSP.</i></p>
0.	PARTICIPANTS	34 CFR 303.343(a)(1)(iv)	Did the service coordinator participate in the review of the IFSP?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is documentation that the service coordinator participated in the review of the IFSP or</i> ▪ <i>the service coordinator signed the revised IFSP form (when there are new or revised outcomes).</i> <p><i>POSSIBLE SOURCES: IFSP.</i></p> <p><i>NOTE: the service coordinator must participate in the review of the IFSP.</i></p>
0.	PARTICIPANTS	34 CFR 303.343(a)(1)(ii)	Did others, at the request of the parent, participate in the review of the IFSP?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p>

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				<ul style="list-style-type: none"> ▪ there is documentation of 'others' who the parent requested be a part of the IFSP review and ▪ there is documentation that the 'others' participated in the review of the IFSP or ▪ the 'others' signed the revised IFSP form. <p>POSSIBLE SOURCES: IFSP.</p> <p>NOTE: 'others' means other family members, an advocate or other persons outside the family, and persons who will be providing services to the child or family who might participate as appropriate or at the request of the parent.</p>
0.	AUTH. TO SHARE	PSS 340.1931(a)(3)	Is there a current Authorization to Share Confidential Information form at the time of the review?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ an authorization to share personally identifiable information form is present in the file and ▪ the form is signed and ▪ the form is current (has not expired) and ▪ the parent has indicated on the authorization to share form that they are <u>either</u> agreeing to or refusing to give consent to share personally identifiable information. <p>POSSIBLE SOURCES: an authorization to share personally identifiable information form only</p> <p>NOTE: The Authorization to Share Confidential Information form must be renewed every six months. Each local area should follow the directions on the form they have adopted for renewing authorization, or, if no specific instructions are given, a new consent form should be signed and dated.</p> <p>IFSP reviews may take place more often than every 6 months, but the timelines for reviews and renewal of the Authorization to Share form frequently coincide, thus the review is a good time to check the form, and update authorization.</p>

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Review Form: Checklist of Required Components – Transition Planning

#	Standard Type	Citation	Standard	Documentation & Verification
0.	TRANSITION TIMELINES	ORGANIZATIONAL MARKER	Did any parts of the Transition planning process take place?	<p>Possible answers: Y N</p> <p>Record whether <u>any</u> parts of the Transition planning process took place.</p> <p>POSSIBLE SOURCES: IFSP, Transition planning forms.</p> <p>NOTE: This item is recording whether the planning <u>process</u> took place, rather than the accomplishment of steps identified in the transition plan.</p> <p>If #182=N, then #183-211=N..</p>
0.	TRANSITION TIMELINES	ORGANIZATIONAL MARKER	Date of Transition planning.	<p>Record the date a Transition plan was signed by the parents.</p> <p>POSSIBLE SOURCES: Transition IFSP.</p>
0.	TRANSITION TIMELINES	ORGANIZATIONAL MARKER	Child's date of birth.	<p>Record the child's date of birth.</p> <p>POSSIBLE SOURCES: Transition IFSP.</p>
0.	TRANSITION TIMELINES	34 CFR 303.148(b)(2)(i) 34 CFR 300.132(b)	Did transition planning begin at least 90 days, and no more than 6 months, prior to child's 3 rd birthday (eligibility for preschool services under Part B of IDEA)?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ the date on the transition plan is at least 90 calendar days, and no more than 6 months, prior to the child's 3rd birthday. <p>If there is documentation that-</p> <ul style="list-style-type: none"> ▪ the Initial IFSP was held during the 90 days prior to the child's third birthday and ▪ and the Initial IFSP includes transition plans <p>-then this standard may also be marked YES.</p> <p>POSSIBLE SOURCES: Transition IFSP.</p> <p>NOTE: a plan addressing transition must be developed, with or without a transition meeting/conference, in the timeline indicated above.</p> <p>Corresponds to Special Education Standard #905</p>
0.	TRANSITION TIMELINES	34 CFR 303.148(a) 34 CFR 303.344(h)(2)(i)	Is there a description of how the family will be included in the transition planning process?	<p>Possible answers: Y N</p> <p>This standard may be marked YES if</p> <ul style="list-style-type: none"> ▪ there is documentation of how the family will be included in the transition planning process and ▪ the transition plan is signed by the parent(s). <p>POSSIBLE SOURCES: Transition IFSP.</p> <p>Corresponds to Special Education Standard #901</p>

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0.	ELIGIBILITY	ORGANIZATIONAL MARKER	Is the child eligible (or may be eligible) for special education at time of transition?	<p><i>Possible answers: Y N</i></p> <p><i>Record if the child is already receiving or has been deemed eligible for special education at the time of transition.</i></p> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p> <p><i>If #187=N, then #188-195=NA & skip to #196.</i></p>
0.	SPECIAL EDUCATION ELIGIBLE	34 CFR 303.148(b)(1)	Was the local educational agency notified that the child was turning 3 and eligible for special education services?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is documentation that the local educational agency was notified that the child was turning 3 and eligible for special education services.</i> <p><i>POSSIBLE SOURCES: Transition IFSP, documentation sent to LEA regarding eligible children, invitation to LEA to attend child's transition planning meeting/conference.</i></p> <p><i>Corresponds to Special Education Standard #902</i></p>
0.	SPECIAL EDUCATION ELIGIBLE	34 CFR 303.344(h)(2)(iii)	Did the parent consent to forward information to the local educational agency?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the parent has identified on an authorization to share form specifically which personally identifiable information may be released and</i> ▪ <i>the parent has identified on an authorization to share form that information may be released to the LEA and</i> ▪ <i>the means of indicating what personally identifiable information may be released & to whom is consistent with the instructions on the form and</i> ▪ <i>the parent has signed the authorization to share form.</i> <p><i>POSSIBLE SOURCES: an authorization to share form</i></p> <p><i>Corresponds to Special Education Standard #910</i></p>
0.	SPECIAL EDUCATION ELIGIBLE	34 CFR 303.148(b)(2)(i)	Were the IFSP and evaluation information sent to the local educational agency?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>there is documentation that the IFSP and evaluation were shared <u>after</u> the date on the authorization to share form.</i> <p><i>POSSIBLE SOURCES: : an authorization to share form, transmittal form or letter to LEA</i></p> <p><i>Corresponds to Special Education Standard #911</i></p>

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0.	SPECIAL EDUCATION ELIGIBLE	34 CFR 303.148(b)(2)(i)	Did the family consent to a conference regarding transition for their child?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the conference is listed as a strategy/method on an IFSP and/or transition planning forms and</i> ▪ <i>the IFSP and/or transition planning forms are signed by the parent(s).</i> <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>the parents gave consent for the conference in another way</i> <p><i>-then this standard may also be marked YES.</i></p> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p> <p><i>Corresponds to Special Education Standard #903</i></p>
0.	SPECIAL EDUCATION ELIGIBLE	34 CFR 303.148(b)(2)(i)	Did the family participate in the transition conference?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>an IFSP or transition plan is created during the conference and</i> ▪ <i>the transition plan is signed by the parent(s).</i> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p> <p><i>Corresponds to Special Education Standard #904</i></p>
0.	SPECIAL EDUCATION ELIGIBLE	34 CFR 303.148(b)(2)(i)	Did the lead agency participate in the transition conference?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>an IFSP or transition plan is created during the conference and</i> ▪ <i>the transition plan is signed by the lead agency.</i> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p> <p><i>Corresponds to Special Education Standard #904</i></p>
0.	SPECIAL EDUCATION ELIGIBLE	34 CFR 303.148(b)(2)(i)	Did the local education agency participate in the transition conference?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>an IFSP or transition plan is created during the conference and</i> ▪ <i>the transition plan is signed by the local education agency.</i> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p> <p><i>Corresponds to Special Education Standard #904</i></p>
0.	SPECIAL EDUCATION ELIGIBLE	Michigan's State Plan	At parent's request, did providers of other services participate in the transition conference?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>an IFSP or transition plan is created during the conference and</i> ▪ <i>there is documentation of 'providers of other services' who the parent requested be</i>

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				<p><i>a part of the transition conference and</i></p> <ul style="list-style-type: none"> ▪ <i>the transition plan is signed by 'providers of other services'.</i> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p>
0.	NOT SPECIAL EDUCATION ELIGIBLE	34 CFR 303.148(b)(2)(ii)	Did the family consent to a conference regarding transition for their child?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the conference is listed as a strategy/method on an IFSP and/or transition planning forms and</i> ▪ <i>the IFSP and/or transition planning forms are signed by the parent(s).</i> <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>the parents gave consent for the conference in another way</i> <p><i>-then this standard may also be marked YES.</i></p> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p> <p><i>If #196=Y, then #197-201=NA & skip to #202.</i></p>
0.	NOT SPECIAL EDUCATION ELIGIBLE	34 CFR 303.148(b)(2)(ii)	Did the family participate in the transition conference?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>an IFSP or transition plan is created during the conference and</i> ▪ <i>the transition plan is signed by the parent(s).</i> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p>
0.	NOT SPECIAL EDUCATION ELIGIBLE	34 CFR 303.148(b)(2)(ii)	Did the lead agency participate in the transition conference?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>an IFSP or transition plan is created during the conference and</i> ▪ <i>the transition plan is signed by the lead agency.</i> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p>
0.	NOT SPECIAL EDUCATION ELIGIBLE	34 CFR 303.148(b)(2)(ii)	At parent's request, did providers of other services participate in the transition conference?	<p><i>Possible answers: Y N NA</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>an IFSP or transition plan is created during the conference and</i> ▪ <i>there is documentation of 'providers of other services' who the parent requested be a part of the transition conference and</i> ▪ <i>the transition plan is signed by 'providers of other services'.</i> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p>

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0.	NOT SPECIAL EDUCATION ELIGIBLE	34 CFR 303.148(b)(2)(ii)	Did the parent consent to forward information to potential providers?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ the parent has identified on an authorization to share form specifically which personally identifiable information may be released and ▪ the parent has identified on an authorization to share form that information may be released to the potential providers and ▪ the means of indicating what personally identifiable information may be released & to whom is consistent with the instructions on the form and ▪ the parent has signed the authorization to share form. <p>POSSIBLE SOURCES: an authorization to share form</p>
0.	NOT SPECIAL EDUCATION ELIGIBLE	34 CFR 303.148(c)	Were the IFSP and evaluation information sent to potential providers?	<p>Possible answers: Y N NA</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ there is documentation that the IFSP and evaluation were shared <u>after</u> the date on the authorization to share form. <p>POSSIBLE SOURCES: : an authorization to share form, transmittal form or letter</p>
0.	CONTENT OF PLAN	34 CFR 303.148(b)(3)	Does the transition plan include a review of the child's program options for the period from the child's 3 rd birthday through the remainder of the school year.	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ an IFSP or transition plan has been created and ▪ the IFSP or transition plan includes a written review of a minimum of two program options for the period from the child's 3rd birthday through the remainder of the school year. <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ the review of program options for the period from the child's 3rd birthday through the remainder of the school year took place during a transition conference and ▪ the review addressed a minimum of two program options <p><i>-then this standard may also be marked YES.</i></p> <p>POSSIBLE SOURCES: Transition IFSP, records from transition conference.</p> <p>Corresponds to Special Education Standard #912</p>
0.	CONTENT OF PLAN	34 CFR 303.148(b)(2)(i)	Was there a review of possible service/program options for the child?	<p>Possible answers: Y N</p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ an IFSP or transition plan has been created

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				<p><i>and</i></p> <ul style="list-style-type: none"> ▪ <i>the IFSP or transition plan includes a written review of a minimum of two program options for the child after Early On ends (after the end of the school year).</i> <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>the review of service/program options took place during a transition conference and</i> ▪ <i>the review addressed a minimum of two program options</i> <p><i>-then this standard may also be marked YES.</i></p> <p><i>POSSIBLE SOURCES: Transition IFSP, records from transition conference.</i></p> <p><i>Corresponds to Special Education Standard #906</i></p>
0.	CONTENT OF PLAN	34 CFR 303.344(h)(2)(i) State Plan (Part Two, Section VII)	Was there a discussion with parents regarding placements and other matters related to transition?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>an IFSP or transition plan has been created and</i> ▪ <i>the IFSP or transition plan includes strategies/methods to address any services that may be provided and</i> ▪ <i>the IFSP or transition plan includes strategies/methods to address actions to be taken by the service coordinator in initiating the services and</i> ▪ <i>the IFSP or transition plan includes strategies/methods to address actions that will be taken by the parents.</i> <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>a discussion regarding services that may be provided coordinator took place during a transition conference and</i> ▪ <i>a discussion of actions to be taken by the service coordinator took place during a transition conference and</i> ▪ <i>a discussion of actions that will be taken by the parents took place during a transition conference</i> <p><i>-then this standard may also be marked YES.</i></p> <p><i>POSSIBLE SOURCES: Transition IFSP, records from transition conference.</i></p> <p><i>Corresponds to Special Education Standard #907</i></p>
0.	CONTENT OF PLAN	34 CFR 303.344(h)(2)(i) State Plan (Part Two, Section VII)	Was there training for the parents regarding future placements and other matters related to transition?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>an IFSP or transition plan has been created and</i> ▪ <i>the IFSP or transition plan includes strategies/methods to address training for the parents regarding future placements and other matters related to transition and</i> ▪ <i>there is documentation that the training took place.</i>

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				<p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>training for the parents regarding future placements and other matters related to transition took place during a transition conference</i> <p><i>-then this standard may also be marked YES.</i></p> <p><i>POSSIBLE SOURCES: Transition IFSP, records from transition conference.</i></p> <p>Corresponds to Special Education Standard #908</p>
0.	CONTENT OF PLAN	34 CFR 303.344(h)(2)(ii) State Plan (Part Two, Section VII)	Was there a plan to prepare the child for changes related to transition?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>an IFSP or transition plan has been created and</i> ▪ <i>the IFSP or transition plan includes strategies/methods to prepare the child to adjust to and function in a new setting.</i> <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>a discussion of strategies/methods to prepare the child to adjust to and function in a new setting took place during a transition conference</i> <p><i>-then this standard may also be marked YES.</i></p> <p><i>POSSIBLE SOURCES: Transition IFSP, records from transition conference.</i></p> <p>Corresponds to Special Education Standard #909</p>
0.	CONSENT TO PLAN	PSS 340.1914(c)	Does the plan include provisions and conditions for the disposition of Part C record?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>an IFSP or transition plan has been created and</i> ▪ <i>the IFSP or transition plan includes provisions and conditions for the disposition of the Part C record.</i> <p><i>If there is documentation that-</i></p> <ul style="list-style-type: none"> ▪ <i>a discussion of provisions and conditions for the disposition of the Part C record took place during a transition conference</i> <p><i>-then this standard may also be marked YES.</i></p> <p><i>POSSIBLE SOURCES: Transition IFSP, records from transition conference.</i></p>
0.	CONSENT TO PLAN	34 CFR 303.342(e)	Did the parent indicate that the content of the transition plan was explained to them?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the parent has indicated on the IFSP or transition planning forms that the content was explained to them and</i> ▪ <i>the Transition IFSP is signed.</i>

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				<i>POSSIBLE SOURCES: Transition IFSP.</i>
0.	CONSENT TO PLAN	34 CFR 303.342(e)	Were the services on the transition plan that the parent agreed to specifically identified?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the services related to transition are clearly identified on the IFSP or transition planning forms and</i> ▪ <i>the parent has specifically identified which services related to transition they are agreeing to and</i> ▪ <i>the Transition IFSP is signed.</i> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p> <p><i>NOTE: the parent may choose to agree to some services (outcomes) but not others, so it is important that they specify on the IFSP or transition planning forms exactly which services they are agreeing to.</i></p>
0.	CONSENT TO PLAN	34 CFR 303.342(e) 34 CFR 303.404(a) PSS 340.1931(a)(1)	Was <u>written</u> consent to the transition plan obtained?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the Transition IFSP is signed.</i> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p>
0.	CONSENT TO PLAN	FERPA 99.30(c)	Was the written consent to the transition plan dated?	<p><i>Possible answers: Y N</i></p> <p><i>This standard may be marked YES if</i></p> <ul style="list-style-type: none"> ▪ <i>the Transition IFSP is dated.</i> <p><i>POSSIBLE SOURCES: Transition IFSP.</i></p>